

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



November 2, 1998

TO: FIELD OPERATIONS BUREAU PIA STAFF
ALL CPS QC SUPERVISORS

FROM: LOIS VANBEERS, Project Leader
CalWORKs Data Systems Design Task Force

SUBJECT: ADDITIONAL TANF SECONDARY SAMPLE CASES

To correct a projected shortfall in our Federal Fiscal Year (FFY) 1998 TANF Secondary sample, we implemented a corrective action plan described in the October 20, 1998, letter from Tom Benson to Field Operations Bureau PIA staff and all CPS QC supervisors. We recently collected data from county QC supervisors on the effectiveness of this plan. Based on the drop rate data provided by the QC supervisors for the July 1998 and August 1998 TANF secondary supplemental samples, we estimate that our revised reviewability criterion has only reduced the drop rate from 75 percent to 70 percent. We had projected that this rate would be reduced to 35 percent. Therefore, the sample size increases in our October 20, 1998, corrective action plan will be insufficient to prevent the shortfall. Our only recourse is to assign additional TANF secondary sample cases based on the revised projected drop rate of 70 percent. Without these additional sample cases, we project a shortfall of approximately 275 cases. To free up more time for data collectors to review these additional cases during the next two months, we are giving the data collectors the option to delay TANF data collection and payment accuracy reviews of all TANF only primary non-federal County Performance Sample cases for the October 1998 and November 1998 sample months.

Additional TANF Secondary Sample Cases

The projected total number of additional TANF secondary sample cases is 925. The county composition of this sample is shown in the attached chart. Approximately 307 of these sample cases will come from the July 1998 sample month, approximately 307 from the August sample month, and 307 from the September 1998 sample month. The sample cases from the July and August sample months will have review numbers different from those assigned to the supplemental sample cases selected on October 20, 1998. For example, the review numbers of the 307 sample cases selected for the July sample month will have review numbers ranging from 607401 to 607707, whereas the review numbers for the samples selected earlier were 607001 to 607279. The additional sample cases selected for the September sample month will have review numbers different from the numbers assigned to the initial September sample selected on

October 28, 1998. The addition of these cases to the September sample size of 267 will produce a total September TANF secondary sample size of approximately 574.

This sample of 925 additional TANF secondary cases will be selected and downloaded to county and state offices today.

Transmission Deadline

The federal transmission deadline for these additional TANF secondary sample cases is also December 31, 1998. We have submitted a written request for a one-month extension of the transmission deadline to the Administration For Children And Families (ACF) Regional Administrator. This extension will apply to only TANF secondary sample cases from the fourth quarter of FFY 1998. It is uncertain if the ACF Regional Administrator will approve our request. If the request is approved, we will notify you immediately.

Delayed TANF Data Collection And Payment Accuracy Reviews For TANF Only Primary Non – Federal Sample Cases

To assist data collectors in their ability to complete these additional 925 TANF secondary sample cases, TANF data collection and payment accuracy reviews of all TANF only primary non-federal sample cases in the October 1998 and November 1998 TANF County Performance Samples may be delayed. These cases can be identified in the sample by a “3” in the first digit of their review number. Transmittal Number 98-24 (P) presents the first digit definitions of the review numbers of all the sample cases in the October 1998 sample month. Data collection and or payment accuracy reviews should not be delayed on any other cases in the October 1998 and November 1998 TANF County Performance samples. The case completion deadline for the TANF only primary non-federal sample cases for the October 1998 and November 1998 sample months will be extended three months from March 31, 1999 to June 30, 1999. The attached chart shows the total number of sample cases in each county which will be impacted. For example, Alameda’s projected total TANF only non-federal primary sample size for the October and November sample months is 21 on the attached chart. Data collectors should not initiate any data collection or payment accuracy reviews for these cases during the months of October and November until they have completed reviews of the 26 TANF secondary sample cases shown in the chart as well as the other TANF secondary sample cases for the last quarter of FFY 1998.

I apologize for any inconvenience these additional TANF secondary reviews may cause. We should not have this problem in FFY 1999 because the TANF secondary data collection workload will be distributed across the annual sampling period instead of the last five months.

If you have any questions about these additional TANF secondary sample cases or our decision to delay TANF payment accuracy/data collection reviews of TANF primary sample cases, please call me at (916) 654-1792 or Jim Anderson, of my staff at (916) 653-0843.

Attachment

COUNTY	ADDITIONAL SECONDARY SAMPLES	PROJECTED TOTAL CPS TANF ONLY NON – FEDERAL PRIMARY (OCT + NOV) SAMPLES
Alameda	26	21
Contra Costa	19	26
Fresno	34	16
Kern	46	18
Los Angeles	201	*
Merced	10	27
Monterey	16	26
Orange	36	18
Riverside	48	15
Sacramento	59	13
San Bernardino	72	12
San Diego	51	10
San Francisco	7	23
San Joaquin	33	18
Santa Clara	32	20
Solano	14	27
Stanislaus	15	23
Tulare	21	21
Ventura	14	27
39 Counties	171	*
Total:	925	361

* There are no non-federal primary cases in these samples.